

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE CONTRACT EXTENSION**

Program Agency: Office of Contracting and Procurement (OCP)
Contract No: DCPO-2008-E-2113
Caption: Clothing and Linens
Proposed Contractor: American Supply Company

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701, and 2005.6(b)

2. MINIMUM NEED:

The Office of Contracting and Procurement (The District) needs the current Contractor to continue to provide clothing and linen under contract No. DCPO-2008-E-2113, to be used by various agencies within the District of Columbia Government until a new contract is awarded through competitive solicitation. The period of performance shall be from April 1, 2013 through September 30, 2013.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable cost is \$427, 685.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A.** The current contract expires on March 31, 2013, and there is a need to extend the current contract to have sufficient time to complete and award a new competitive contract.
- B.** On February 1, 2013, a contract extension letter was sent to the Contractor for six months of continued service under the current contract rates listed in Section B.4 Price Schedule, Contract Terms and Conditions. The Contractor concurred to the extension letter on February 13, 2013.
- C.** The Contractor has agreed to supply clothing and linen at the current rates listed in the latest pricing arrangements under the existing contract. A contract modification will be issued to extend the current contract.
- D.** Various agencies within the District of Columbia Government have need for uninterrupted supply of clothing and linen until a new contract is awarded. The

District is in the acquisition planning stage of consolidating requirements to develop a new solicitation for a contract at the same price.

- E.** American Supply Company has been supplying clothing and linen to various agencies within the District of Columbia Government since 2004. The extension of this current contract is the only option now to ensure uninterrupted supply of clothing and linen to the agencies until a new contract is awarded.
- F.** Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The new posting was submitted to OCP's website on March 5, 2013.

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of sole source procurement method for this proposed contract.

Date

Shafiq R. Choudhary CPM, CPPB
Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

James D. Staton, Jr.
Chief Procurement Officer